

For Economic Development, Historic Preservation & Environmental Conservation Committee

AGENDA

December 1, 2023

8:30 am

Town Schaefer Room

a. PUBLIC CONCERNS

b. MINUTES

- a. November 3, 2023

c. Resolutions / Finance Committee

- a. A Resolution to award a contract for a Greenhouse Gas Inventory and Government Climate Action Plan RFP for Niskayuna's Climate Smart Grant with NYSDEC.
- b. A Resolution designating a Deputy Zoning Enforcement Officer.
- c. A Resolution to award a Natural Resources Inventory (NRI) contract under the NYSDEC Mohawk River Watersheds Grant program.
- d. A Resolution appointing a Zoning Board member to the Comprehensive Plan Committee.

d. Discussions

- a. Meetings Calendar for next year

e. Planning Board (Kevin Walsh) – report attached

f. Zoning Board – 6 cases for December, residential area variances

g. Grants Update

- a. TAP/ CMAQ application update – submitted pre-review request
- b. Linkage Study – submitting today
- c. Internal grants meeting this Monday

h. Complete Streets

- a. Helping with in-kind requirement for Linkage study.

i. Tree Council

- a. Working on Tree City recertification.

j. Conservation Advisory Council / Climate Smart Communities Task Force (Dart Strayer)

- a. Reviewing 2890 River Road
- b. Climate Smart Initiatives

k. Architectural Review Board

- a. Lions Park – surveying to help Mr. McKinney

l. Comprehensive Plan Committee

- a. Public Input Meeting November 14 went well – looking to schedule more
- b. Reviewing Logo committee data and input for November 14 meeting

m. Building Department / Enforcement

- a. Part-time Building Inspector doing well, working on backlog of permits

n. Planning Department

- a. Consaul Road Sidewalk
- b. Winnie Road Easement

o. Metroplex (Dr. Horton)

p. Legal (Alaina Finan)

q. Historical (Denis Brennan)

- a. Logo Committee RFP update

Board Vacancy List

Zoning Board (2 vacancies – alternate)

CAC: (1 Vacancy)

Tree Council (2 vacancies)

Complete Streets Committee: (2 vacancies)

Architectural Review Board: (2 vacancies)

**NEXT COMMITTEE MEETING: January 5, 2023*
at 8:30 am, Via Hybrid In-Person & Remote Meeting Software**

*tentative date & time

Economic Development, Historic Preservation & Environmental Conservation Committee

MINUTES

November 3, 2023

8:30 am

Members Present:

- John Della Ratta, Chairman
- Laura Robertson, Town Planner
- Dennis Brennan, Town Historian
- Alaina Finnan, Attorney
- Matt Yetto, Engineering
- Jean Foti, Secretary to the Supervisor
- Jamie Puccioni, Supervisor
- Beth Greenwood, Comptroller
- Dart Strayer, Chairperson CAC
- Kevin Walsh, Chairman of Planning Board
- Trisha Bergami, Planning Dept (virtual)

a. Public Concerns

None

b. Minutes

- a. October 6, 2023

Chairman Della Ratta made a motion to approve the October 6, 2023 minutes, it was seconded by Mr. Walsh. The minutes were approved unanimously.

c. Resolutions / Finance Committee

- a. A Resolution to award a contract for a Greenhouse Gas Inventory and Government Climate Action Plan RFP for Niskayuna’s Climate Smart Grant with NYSDEC

Ms. Robertson said she is going to try and have it for this month.

- b. A Resolution making a SEQR determination on the transfer of lands of the Mohawk River State Park to the Town of Niskayuna

Ms. Robertson said the CAC reviewed this at their last meeting and are potentially taking action on a recommendation to the Town Board for SEQR determination at their next meeting on November 8.

- 37 c. A Resolution accepting a consultant engineer for the preparation of a TAP funding appli-
38 cation, preliminary & final design, right-of way, and construction support services for
39 traffic calming on Route 7.
40

41 Ms. Robertson said this is another grant the Town wants apply for. Ms. Robertson said this is one of
42 two actions that the DOT recommend the Town pursue to help with Route 7. This one is more immedi-
43 ate, looking at the Transportation Assistance Funding to do traffic calming on Route 7 in the area where
44 The Town has had the most accidents, near Bellevue Hospital. DOT is supportive of us trying to do
45 medians there. Ms. Robertson said we are hoping to get a Consultant Engineer who will help prepare an
46 application for us and put some design specs together in hopes of having a small piece of Route 7 fund-
47 ed by next year.
48

- 49 d. A Resolution authorizing the submittal of a Linkage Study to the Capital Region Trans-
50 portation Council for Route 7.
51

52 Ms. Robertson stated she wanted to submit for a long-range planning study of Route 7 to understand
53 how it connects to Colonie and the City of Schenectady. Also, to see how it connects to the adjacent
54 land uses and use what we learn from that to get the TAP Grant. She then wants to come up with a cor-
55 ridor wide plan to make Route 7 better, safer and work better with the existing neighborhoods. Ms. Rob-
56 ertson said she has a pre-submission meeting scheduled with CRTC on Monday about this. She stated
57 the Town is doing a two prong attack. Long-range planning for what can we do for the whole corridor to
58 make the entire thing better and short-range implementation for what can we do at a hot spot to help
59 people safely cross that road and reduce the accidents in that area.
60

61 Chairman Della Ratta stated those are three big resolutions.
62

63 Chairman Della Ratta said there are a lot of possibilities for the Mohawk River State Park. Supervisor
64 Puccioni said she thinks it is going to have a good outcome. Supervisor Puccioni said they are already
65 mindful of a range of grants that they are going to apply for. She said no major changes are propsoed -
66 just trails upgrades, more formal parking, and improved signage, and she wants to work with the State in
67 the long term for a potential bathroom. Supervisor Puccioni stated the State has expressed interest in
68 adding a bathroom at Lock 7. She also mentioned a bathroom at the Whitmyer trailhead area. Chairman
69 Della Ratta said it will make that area more user friendly.
70

71 Supervisor Puccioni said the Town will also be in conversation with the residents on ideas they have for
72 park improvements
73

74 **d. Discussions**

75 No discussion items.
76

77 **e. Planning Board (Kevin Walsh) – report attached**

78 Mr. Walsh updated the Board on recently completed projects. He stated a tenant change, Milan Hair
79 Removal treatment center, is going in where Batteries and Bulbs was located. 2331 Troy Schenectady
80 Road the Heritage Group Insurance Company is taking over the Berkshire Hathaway Real Estate office.
81 On Nott Street East, the old CBD store is going to be Albrights Meats which is going to be a sandwich
82 shop focusing on eat in and take out.
83

84 Mr. Walsh updated the Board on projects the Planning Board is currently working on. He stated the sub-
85 division on 2890 River Road is still in the early stages of review and the TDE has been engaged. 797

86 Westmoreland Drive is a new project. It is a lot line adjustment between two neighbors that will be go-
 87 ing to resolution this Monday. He stated 3631 State Street Metro Ford is changing the use of their ser-
 88 vice area to focus on trucks. This will be on the agenda for approval as well. Lastly, GE Global Research
 89 is working on a two lot minor sub division to separate the Training Center from the Global Research.
 90 This will be going to resolution for sketch plan approval, SEQR and calling for the Public Hearing at the
 91 Monday night meeting.

92

93 For new projects, Mr. Walsh stated that 2141 Eastern Parkway is a tenant change application to convert
 94 into a dance studio.

95

96 **f. Zoning Board**

97

98 Ms. Robertson stated there are 4 cases for November, residential area variances

99

100 **g. Grants Update**

101 a. TAP / CMAQ application update

102 Ms. Robertson said this is in process of being worked on.

103

104 b. NRI grant update

105 Ms. Robertson said this will be discussed at the next CAC meeting. Mr. Ramasubramanian made an
 106 RFP to go out and will probably be looking to award a contract for that in December.

107

108 c. River Road Park Pavilion / Lions Park deck update

109 Ms. Robertson stated the River Road pavilion is in and looks beautiful. The only thing left is the cupola
 110 for the top. Ms. Robertson said the Lions Park deck plans were just received and are very close to
 111 100%. She is hoping to have specifications that can go out in January.

112

113 **h. Complete Streets**

114 a. Scheduled pre-submission meeting with CRTC for Linkage Study application to look at
 115 Route 7 corridor traffic calming and complete streets

116 Complete Streets is very supportive of both the TAP CMAC grant applications and the Linkage Study.

117

118 b. Plum St sidewalk complete – ribbon cutting event went well

119 Ms. Robertson said there was a lovely ribbon cutting for the newly installed sidewalk. Ms. Robertson
 120 said she is just doing the punch list of items with the contractor and then she can close this out.

121

122 Chairman Della Ratta asked if demo permits for Balltown Road homes have been applied for. Ms. Rob-
 123 ertson said they applied yesterday and we just need to verify with the Town Attorney that the permits are
 124 ok to be released.

125

126 **i. Tree Council**

127 a. No meeting in November

128 Ms. Robertson said no meeting in November but they are working on getting the Tree Saving Certifica-
 129 tion done. The certification is due December 1st instead of December 31st. Ms. Robertson has been in
 130 touch with Mr. Smith to get the number of trees taken down and trees planted so that can be submitted.

131

132 **j. Conservation Advisory Council / Climate Smart Communities Task Force (Dart Strayer)**

133 a. Making recommendations on GE and Mohawk River State Park on November 8

134 Mr. Strayer said they will be reviewing these at the meeting and hope to make a recommendation at that
135 meeting.

136

137 b. Reviewing 2890 River Road

138 Mr. Strayer said they are still working on this project.

139

140 c. Climate Smart Initiatives

141 Mr. Strayer said they are reviewing the Climate Smart Initiatives Mission as well.

142

143 **k. Architectural Review Board**

144

a. Lions Park

145 When Mr. McKinney is done with the updates to the plans, Mr. Henry is going to bring it back to the
146 ARB one more time before the Town puts it out to bid.

147

148 b. Eastern Parkway may return for façade upgrades

149 Ms. Robertson stated she heard this may possibly be brought back to the ARB for some façade changes.

150

151 **l. Comprehensive Plan Committee**

152

a. Public Input Meeting November 14 – see attached flyer (email blast Nov 3)

153 Mr. Strayer said this meeting will be structured as follows, a short presentation and then the room will
154 be broken up into three areas. The residents will go to each area and say what they like about the Town,
155 what they would like to see in 10 years and what is their hot button item. There will be a map of the
156 Town with green stickers and red stickers. The residents will be asked to put a stick on the things they
157 like about the Town and a sticker on the things that need improvement or some work.

158

159 **m. Building Department / Enforcement**

160

a. Part-time Building Inspector to start next week

161 Ms. Robertson said the part time building inspector should be starting next week.

162

163 b. Scanning update

164 All the back logged building permits are scanned and the electronic system is pretty up to date with
165 closed building permits.

166

167 **n. Planning Department**

168

a. Consaul Road Sidewalk

169 Ms. Robertson said the original estimate on design was very high. With the budget the Town has for
170 that area they are considering doing a concept drawing with no survey. The drawing might be able to be
171 used for leveraging grants.

172

173 b. Winnie Road Easement – preparing formal letter

174 Ms. Robertson said she got in touch with the owners and they expressed concern with people not being
175 respectful of their private property. They mentioned they have had trespassers on their property before.
176 However, they said to prepare a formal letter and they will review it. Ms. Robertson said she did ex-
177 press if we do have a formal easement we can delineate where people can walk versus where they can't
178 which might make the trespassing less.

179

180 **o. Metroplex (Dr. Horton)**

181 Nothing to report.

182

183 **p. Legal (Alaina Finan)**

184 Ms. Finan said she is working on a Notice in Order for the vacant properties where people have been
185 non responsive to the Town's registration letters.

186

187 **q. Historical (Denis Brennan)**

188 Chairman Della Ratta asked how to define a Historic home. Mr. Brennan said any home that was on the
189 85 inventory or any home built before 1900. When they become aware of other homes, they will add
190 them. Mr. Brennan said they are going to finalize the list and are hopefully going to finish working on
191 the RFP for the graphic artist on Wednesday.

192

193 Ms. Robertson said she feels the list should be formalized with the Town so they do not get penalized
194 for not having a list.

195

196 **Adjournment**

197 Chairman Della Ratta made a motion to adjourn. All were in favor. The meeting was adjourned at 9:00
198 am.

DRAFT

EDHPEC Committee; PB Updates

12/1/23

- Recently Completed PB Actions/Resolutions (since last EDHPEC Meeting)
 - 797 Westmoreland Dr. - application for a lot line adjustment, approved 11/13
 - 3631 State St., Metro Ford - exterior façade and signage upgrades, approved 11/13
 - GE Global Research/Training Center - application for a 2-lot minor subdivision, approved 11/27
 - 2141 Eastern Parkway - tenant change to dance studio (Brianna Ryan Dance ME LLC), approved 11/27

- Active
 - 2890 River Rd. - sketch plan application for a 4-lot minor subdivision, sketch plan approved on 11/27, engineering review in progress, need CAC SEQR referral
 - 2861 Troy Rd. - Brookdale Sr. Living - temporary approval of storage POD has expired, site plan application for POD replacement with a wooden shed in review

- New Projects
 - 1430 Balltown Rd. - site plan application for a building and parking lot expansion to support NCSD office relocation, in engineering review
 - 3514 State St., Mohawk Army/Navy - site plan application for façade upgrade, tentative resolution on 12/11 agenda
 - 2660 Rosendale Rd. / 225 Agostino Ave. - application for a lot line adjustment, tentative resolution on 12/11 agenda

- Waiting on Applicant
 - 1851 Union St. / Ruffner Rd. - Mohawk Golf Club - residential ADD subdivision, 10 single family and 12 townhomes - Positive SEQRA declaration issued by TB, TB awaiting draft scoping document
 - 2538 River Rd. - Kelts Farm - signage review, PB and TB action required

Next PB meeting 12/11/2023